

# INSTRUCTIONAL FORM

Attachment B

## POST & BID POSITION ANNOUNCEMENT Bargaining Units 1, 4 and 11

1. Reference #: 04-2-0391 2. Position Number: 904-241-3175-xxx 3. Date of Posting: December 5, 2011
4. Classification: Transportation Engineer Technician (TET) 5. Salary Range: \$3262 - 4766
6. Pay Differentials That Apply To Position: May Apply
7. Working Hours Of Position: 7:00 AM to 3:45 PM
8. District/Division: 04/Design North Section: Engineering Services – I Geographic Location: San Francisco, CA  
(If selected and the position requires a relocation, the Department will NOT provide relocation assistance.)  
**Determination for relocation will be made by Hiring Supervisor.**

9. **Specific Qualifications and Requisite Skills Required:** (Attach a separate sheet if additional space is needed.)

- A. Minimum Qualifications per the Classification Specifications (BU1 & 4 only) (Education and or Experience):

<http://www.dpa.ca.gov/textdocs/specs/s3/s3175.txt>.

- B. Technical & Professional Skills & Abilities:

*This position requires the knowledge and the ability to apply basic engineering mathematics. The incumbent must be able to understand the operation of precision testing equipment.*

- C. License and/or Certification Requirements:

*The incumbent will be trained for acquiring different CTM Test certifications.*

- D. Physical Abilities to Perform Essential Functions:

*An ability to carry 50 lbs. test sample sacks*

- E. Other Departmental Requirements:

*A willingness to work in the environment that is subject to dust and fumes, and during peak construction seasons vacation may be restricted, and/or overtime may be needed to complete tests.*

- F. Duty Statement/Description of Duties: *See attached*

10. Final Date and Time for Receiving Bid: December 19, 2011 by 5PM, COB

11. Where to Obtain Bid Form: <http://www.dot.ca.gov/hq/jobs/postandbid/postandbidmain.htm>

12. Submit Bid to:

Name: Richard Chan  
Address: 111 Grand Ave., 8<sup>th</sup> Fl (Mail St# 9J) Oakland CA.  
Telephone Number: (510) 286-5881  
FAX Number: (510) 286-4839  
E-mail Address: Richard.Chan@dot.ca.gov

- 13 Window period employee must be available for contact (Unit 1&4 Only): From: \_\_\_\_\_ To: \_\_\_\_\_

(If selected, you must report in no less than 14 calendar days unless agreed otherwise by current and hiring supervisor and start date must be within 30 calendar days.)

- 14 Expected Reporting Date To Position (**Unit 11 Only**): *no later than January 5, 2012*

(If selected, you must report on the reporting date above unless agreed otherwise by current and hiring supervisor.)